

## SARDAR CHEMICAL INDUSTRIES LIMITED NOTICE OF ANNUAL GENERAL MEETING

The 30th Annual General Meeting of the shareholders of SARDAR CHEMICAL INDUSTRIES LIMITED. will be held at Plot No. 29-B, Road No. 1, Gadoon Amazai Industrial Estate, Topi, Ganduf Road, District Swabi K.P.K. on Monday 28th October 2019, at 03:30 P.M. to transact the following business:-

1. To confirm the minutes of 29<sup>th</sup> Annual General Meeting held on 27th October 2018.
2. To receive, consider and adopt the Audited Accounts for the year ended June 30, 2019, together with the Directors' and Auditors', report thereon.
3. To appoint Auditors for the year ended June 30, 2020, and fix their remunerations.
4. To transact any other ordinary business with the permission of the Chair.

Gadoon Amazai.  
3rd October 2019

By Order of the Board

Company Secretary

### Notes:

1. The Shares Transfer Books of the Company will remain closed from 22-10-2019 to 28-10-2019 (both days inclusive).
2. The members are requested to notify immediately the change in their address if any.
3. A member entitled to attend and vote at this meeting may appoint any other member as his/her proxy to attend and vote instead of him/her.
4. The instrument appointing proxy and the power of attorney or other authority under which it is signed or a notarized attested copy of power of attorney must be deposited at the Registered Office of Company at least 45 hours before the time of meeting.
5. Members who have deposited their shares into CDC will further have to follow the under mentioned guidelines as laid down by the Securities and Exchange Commission of Pakistan.
6. Shareholders who have not yet submitted attested photocopy of their Computerized National Identity Card to the Company are requested to send the same at their earliest.
7. In compliance with the SECP Notification No. 634(1)2014 Dated 10-07-2014, the financial statements and reports of the Company for the year ended June 30, 2019 have been placed on the Company's web site [www.sardarchem.net](http://www.sardarchem.net)

### **A. For Attending the Meeting**

- a. In case of Individuals, the account holder and for sub-account holder and their registration details are uploaded as per the CDC Regulations, shall authenticate his/her identity by showing his her original CNIC, or, original passport at the time of attending the Meeting.
- b. In case of corporate entity, the Board's resolution/power of attorney with specimen signature of the nominee shall be produced (unless it has been provided earlier) at the time of the meeting.

### **B. For Appointing Proxies**

- a. In case of individuals, the account holder and for sub-account holder and their registration details are uploaded as per the CDC Regulations, shall submit the proxy form as per above requirements.
- b. The proxy form shall be witnessed by two persons, whose names, addresses and CNIC numbers shall be mentioned on the form.
- c. Attested copies of the CNIC or the passport of beneficial owners and the proxy shall be furnished with the proxy form.
- d. The proxy shall produce his original CNIC or original passport at the time of Meeting.
- e. In case of corporate entity the Board's resolution/power of attorney with specimen signature shall be furnished (unless it has been provided earlier) along with proxy form to the Company.

**C. Consent for Video Conference Facility**

- a. As allowed by the SECP vide Circular No. 10 of 2014 Dated May 21, 2014 members can avail video conference facility to participate in this Annual General Meeting provided that the Company receive consent from the members holding in aggregate 10% or more shareholding at least 10 days prior to the date of meeting subject to availability of such facility in that city.

**IMPORTANT**

Shareholders are informed that under the provision of Section 242 of the Companies Act, 2017, Securities & Exchange Commission of Pakistan (SECP) has directed all listed companies to pay cash dividends only through electronic mode directly into the bank accounts of the shareholders. Therefore, shareholders are requested to provide their Bank Mandate details including International Bank Account Number (IBAN) along with a copy of valid CNIC at the earliest,